

Fun Fact Guide to Events & Activities at Capitol Hill School

A Great Place to Grow

Capitol Hill Elementary School is known for its welcoming and family-friendly environment. The efforts of our outstanding parent volunteers enhance every child's educational experience and strengthen our entire school. Attending school events, volunteering in the classrooms and/or joining work groups or committees is a powerful way to support your child's school success and achievement.

Please join us and use this guide to learn all about the great events and activities at Capitol Hill and to help determine how you can become involved a little or a lot!

Thank you for your support!
Pam Wilson, Principal



Welcome to Capitol Hill Elementary School! A good education isn't just about teachers and school. What you do as a parent really counts. When parents get involved in their children's education, good things happen. The CH Parent Teacher's Association (PTA) has developed this guide to provide an easy way for you and your family to know what is going on at the school and provide opportunities for you to be involved. This guide provides a full list of school events, fundraisers and answers to many questions. At the back of the guide, you will find a great way to learn more about Capitol Hill and get connected with other parents by joining the PTA. Our group plays an important role in building the kind of supportive school where both students and teachers can do their best work. Feel free to contact any of the PTA officers for more information or to have your questions answered.

Phyllis Snyder, PTA President



Helpful Hints



Friday Flyer (FF) - The FF is an excellent way to obtain up-to-date information about events at Capitol Hill, schedule reminders, updates from Principal Wilson, etc. You can receive the FF via email (Friday mornings) or hard copies are always available in the school lobby. Please contact Heidi Reichelt, CH school secretary, for additional details.

Capitol Hill Website - The CH website is another great way to obtain information about events at the school! The website also includes copies of the school calendar, handbook, staff email lists, CLC class schedules, PTA meeting minutes, copies of the FF, links to the PPS website and a great deal more! Visit the CH website at www.pps.k12.or.us/schools/capitolhill to access this terrific resource!



Fall Events

Back-to-School Family Picnic and Open House Night



This is an evening for you and your students to attend the **Back-to-School Family Picnic and Open House** in the classrooms. Tables are set up on the playground for families to eat dinner (you can bring your own or there might be opportunities for purchase.) The PTA sets up the gym with tables of used books for purchase to raise funds for the CH Library (watch the FF for donation requests.) Students then show parents their classroom, school work, and displays. Teachers will have printed information on curriculum and class expectations, and often use this time to schedule conferences. This is a *GREAT* opportunity to meet new families, get to know others in the CH community, meet your child's teacher and see their classroom and school environment!

This year's Back-to-School Family Picnic and Open House Night will be held on September 23, 2010

International Walk + Bike to School Day

Capitol Hill's participation in the **International Walk + Bike to School Day** is part of an ongoing collaboration with the Portland Safe Routes to School program. Safe Routes is a partnership of the City of Portland, schools, neighborhoods,

International Walk + Bike to School Day is October 6, 2010

etc. to create programs that encourage safe walking and biking in our community! Parents and students (and siblings and neighbors) are encouraged to meet at one of our neighborhood supporters, Market of Choice, for hot chocolate and

breakfast treats on October 6th and participate in the walking (or biking) school bus to CH— we are often joined by special guests! Please join us rain or shine!



Grandparents and Special Friends Day

A favorite event at Capitol Hill is always **Grandparents and Special Friends Day!** This event is a wonderful opportunity for students to shine for some VERY important people! The program takes place during the school day and includes class visits, music, coffee and treats, and lots of time with your student! One of the highlights of this event is the "Family Tree"! Guests are invited to write a message of love or encouragement on a special paper leaf cutout and post it on the tree in the CH lobby for their student to see—the kids LOVE to find their special messages!



If grandparents are unable to attend, students are more than welcome to invite parents, neighbors, aunts, uncles or any "special friends". K-2 and 3-5 have a staggered schedule (typically beginning at around 8:30am), so watch for invitations and more info in the Friday Flyer!!



Grandparents and Special Friends Day will be held on October 15, 2010





The Big Boo!!!

The **Big Boo** is an event that students and parents look forward to year after year! Also known as the CH Harvest Carnival, the Big Boo is a fun evening that provides students a chance to get dressed up in their favorite costume (and see their favorite teacher dressed up as well), eat fun carnival food like corn dogs and pizza, and play lots and lots of **GAMES!!!**



Each food item and/or game requires a punch ticket (or tickets). Punch cards can be purchased during the pre-sale the week prior to the carnival or during the actual event. Favorite game booths include the cake walk, balloon darts, fishing for loot, and more! Playing games earn participants tickets that can be traded in for **FABULOUS** prizes!!! This event requires our largest one-time volunteer effort each year. Please offer to work a shift and join in the fun!



The Big Boo is Friday evening
October 29, 2010

Fall Fundraisers

With the Auction in the spring, our fall fundraising effort is vital to increasing our PTA coffers early in the school year. These fundraisers provide the funds to offer Grandparent's Day, The Big Boo! carnival, a science aide, extra classroom dollars, etc. Some examples of upcoming fundraisers are:

Entertainment Book - offered beginning September 10th (September 13th, for kindergartners). Each student will be sent home with a book to use while selling them to friends and family. Each book costs \$25. The last day to sell books is 9/24 and any unsold copies must be returned.

Chinook Book - These books are popular with many CH families (lots of local coupon options) and are a good complement to the Entertainment Book. These books will be available in September and October.

Cherrydale Farms Gift Wrap and Gifts - This catalog fundraiser will kick off on October 6th and run through October 27th. While new to CH, this catalog offers high quality gift wrap, gifts and vouchers for magazine subscriptions in a variety of price ranges for every buyer. An internet ordering option is available for out-of-town friends and family and on-going rewards/incentives will be offered to students during the sale period to increase the excitement.

Holiday Greenery - Once again, PTA will offer families and friends the opportunity to purchase very high-quality holiday wreaths and greenery. Sales will be held in early November and greenery is delivered to the school the first week of December. Support CH as you decorate your house for the holidays!



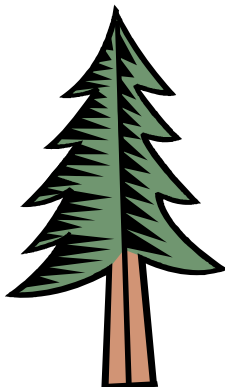
Fundraising is
a great way
for parents
with busy
schedules to
get involved!

Scholastic Fall Book Fair

The **fall book fair** is the largest fundraiser for our school library! Scholastic provides a variety of books, posters, and fun "reading accessories" that the kids LOVE! It's a great opportunity to get some early holiday shopping done or contribute a book or two to your child's classroom. The fair is open before and after school the week of November 15th and during fall conference times (watch flyers for the specific schedule). Each classroom also gets a "preview" on the first day so don't be surprised if your student comes home with a "wish list" of great books! This is a great chance to foster your child's love of reading, while supporting the CH library, so please be sure to stop by and shop the fair! We also hold a Scholastic Book Fair in the spring.

Holiday Sharing

Help make a **BIG** difference for some of our own Capitol Hill families by participating in our Annual **Holiday Sharing** program. During November conference time you can choose a gift tag from the holiday tag display in the school lobby and purchase a gift, make a donation of wrapping paper supplies, or make a cash donation. Each classroom is also assigned a food or hygiene product (i.e. canned goods, cereal, paper products, etc.) to collect, and these items are donated to our holiday sharing families as well. All items are returned to school in December to be sorted and distributed. This is a wonderful opportunity to help within our Capitol Hill community!





Winter Events

Decathlon

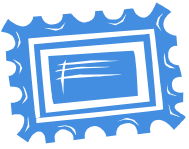
One of Capitol Hill's "grassroots" fundraisers - the decathlon - is a favorite among students! Proceeds help raise money for a great resource at CH - computer and science programs! The Decathlon is a series of 10 mental and physical 'tests' that each student attempts including "scootering", rope swing, "sink the cup", brain puzzles, and more! Scheduled for late January, watch for fundraising forms and volunteer info shortly after winter break.



There are prizes for the classroom, and the students, who raise the most money and all participants receive a ribbon.



The Capitol Hill Post Office, not coincidentally, operates in the weeks just prior to Valentine's Day! Run by students, it is an exciting time for kids to send and receive mail during the school day and practice their writing skills! Students love to send postcards or letters to friends, siblings, teachers - and may even get excited about a postcard from Mom and Dad! Even better, these postcards and note cards are created from the student's own art (a contest is held shortly after the return from winter break to select art for the cards). The post office is located in Room 108 and is open before school, during lunch and after school. Stamps, postcards and valentines range from \$.01 and \$.05, so plan on sending your student with some coins to spend.



Post Office



Frequently Asked Questions



- **Where is Lamb's Thriftway and why do they want my recyclables?** Lamb's Thriftway is one of the many local businesses that support Capitol Hill! One of the easiest ways to partner with Lamb's is to utilize the can and bottle return bin located at the Garden Home location (7410 SW Oleson Road). Proceeds of the deposits get credited to CH.
- **I see a lot of students (and parents) wearing Capitol Hill shirts and hats—where can I get one?** CH "spiritwear" is a great way to show your support and spirit for our school. Spiritwear order events take place a few times throughout the year, so watch the FF and your child's backpack for order forms. Remember, spiritwear makes a GREAT gift for family members, grandparents, teachers and alumnae!
- **I heard my student talking about Superstar Readers—how does my child participate?** Sponsored by the PTA, the Superstar Reader program is a fantastic way to encourage kids to read! At the beginning of each month, reading calendars go home with students to keep track of the number of minutes that they read each day. At the end of the month, students/parents total the minutes read and return the calendar to their classrooms—that's it! Younger students, can have a parent read aloud to them and older students can count the reading they do for homework. Everyone who reads 300+ minutes a month will receive a prize. There are also year-end awards for those participating 4 months or more, and there's a special reward for Superstars who participate every single month.
- **I am volunteering in my child's classroom, should I check in with someone?** Safety of our students is our #1 priority at Capitol Hill. If you are at the school to volunteer, either in the classroom or any other activity, please stop by the office and sign in on the computer (don't forget to sign out) and get a visitor nametag. Portland Public Schools require visitors, including parent helpers, to wear a nametag while on the school premises. If you plan to volunteer on a regular basis and would prefer something more permanent than a sticky nametag, you can get a free volunteer button with your name on it. If you are interested, please check with Heidi in the office.
- **Does Capitol Hill participate in Box Tops or Labels for Education?** ABSOLUTELY! Check the everyday products you use in the kitchen for the small "Labels for Education" or "Box Tops for Education" logos. Bring your trimmed labels in and place them in the container in the office. You can download a list of eligible products at www.boxtops4education.com. In addition, you can also shop through the BoxTops4Education.com/marketplace (log on and register at the website indicating Capitol Hill as your school of choice) and then use them as your portal to some popular shopping sites such as Gap, Land's End, Disney, JC Penney, Eddie Bauer and Nordstrom. Those shopping vendors will then give a percentage of your purchase to our school.
- **Are all students listed in the school directory? How do I get a copy?** Due to the Privacy Policies adopted by PPS, students are not automatically included in the school directory, you need to "opt in". You will receive a form in your packet at the beginning of the year requesting information for the directory—information will not be taken from school registrations. All PTA members will receive a copy of the CH Directory as part of their membership. Surplus copies may be purchased. The directory is solely for the use of Capitol Hill families and may not be used for the promotion of any activity unrelated to Capitol Hill School.
- **What is Site Council? Is it different than PTA?** CH's Site Council meets every third Wednesday at 2:30. Site councils, required by law at every public school, are school-based teams charged with improving academic achievement (ours also acts as an advisory body to the principal, covering issues such as school funding and district policies.) Site councils are comprised of the principal, teachers, classified staff, and parents; students and community members may also be members. The meetings are public, so guests are welcome. For more information about Site Council, please contact Pam Wilson.
- **How does my child participate in Safety Patrol?** Students in grades four and five can participate in the Safety Patrol program. Each 4/5 grade classroom is responsible for a 2-week period once every two months, both in the morning and afternoon. Students for the morning shift need to arrive at school no later than 7:50 a.m. and afternoon students must stay until the majority of the students have left (or until the last bus has left). This means that students participating in the Safety Patrol program must provide their own transportation during the period they are working. Students are trained and supervised by Mrs. Westfall, 5th grade teacher.

January - March



Project Second Wind, a partnership between Oregon Food Bank (OFB) and Portland Public Schools (PPS), is an annual week-long CH food drive. Third grade teacher, Mrs. Husbands, recruits her students to make posters, decorate boxes and to help with collecting, sorting and packing. We keep track of class totals, record them daily outside the cafeteria, and circulate a trophy (awarded daily) to the class that collects the most pounds (or pound equivalents). This trophy is a tangible incentive *much enjoyed* by the students. At the end of the week, one K-2 and one 3-5 classroom will be recognized as collection winners and teachers of the winning classes choose a way to celebrate this success. Last year our 5 day drive raised \$1,028 and the equivalent of 6,790 pounds (over 3 tons) of food. It was a huge success and a wonderful opportunity to educate our kids about the topic of hunger.



Project Second Wind



Project Second Wind is typically held in early March — watch the FF for dates and details

Auction



The **Capitol Hill Auction** is the biggest fundraising event of the year! The annual dinner auction is an opportunity to have a "grown up" night out with other CH parents, while raising funds that support the library, field trips, science, art, technology/computer lab, music, playground improvements, CLC and MORE! Every year the auction has a different theme and this year's theme is **MARDI GRAS!!!** Everyone has fun dressing up and socializing — it is a GREAT time. In addition to the traditional silent auction, the evening also includes a great selection of party boards, special appeal paddle raises and a live auction where the bidding can get very competitive—especially on the classroom art projects!!! This is a fabulous opportunity to have fun and raise funds to support Capitol Hill!

The Capitol Hill Auction will be held at the Multnomah Athletic Club on Saturday, March 12, 2011.

Auction tickets go on sale in the late fall and we encourage you to get them early! Invite your friends, neighbors and family to purchase a table (of 8 or 10) - your table allows you reserved seating, as well as some fun extra treats!

Also in the late fall, the auction committee will begin acquiring donations. Don't think that you have anything worthy of donating? Think again! Do you have a beach house, some Timbers tickets, a fishing boat? Can you teach cooking lessons or throw a great party? You have exactly what the committee needs to add to the silent or live auction. Watch the FF and other communications from the auction committee for additional details!





Spring Events

First Thursday Art Show

The **Art Show** is a spring event that EVERYONE looks forward to! Students are encouraged to wear their "museum attire" to come and see the entire school turned into an art museum for the night. Admission is free, but bring some pocket money for the delicious snacks available in The Museum Cafe (in the cafeteria). Besides the art on the walls and tables, there are always live performances by students, both musical and poetic. This is a special night at CH - you won't want to miss it!

First Thursday is
April 7, 2011
Mark your calendars !



Run for the Arts is an opportunity for schools to raise funds that make it possible to bring special artists into classrooms as well as pay for performances and exhibitions that come to CH. Run for the Arts is an annual "jogathon" that is coordinated by the Young Audiences group and our PTA. Students secure pledges from family, friends and neighbors, run laps (kids can run about 8-10 laps on average in the half hour allotted), win prizes (including the highly coveted Run for the Arts t-shirt) and most importantly raise funds to bring great art programs and Artists in Residence to Capitol Hill.

Run for the Arts



Some of the artists and programs that we brought to CH last year through Young Audiences include: my Masterpiece Studio clay faces, Portland Taiko drumming and assembly, Mimi Sanders - theater and mask making, Margaret Snow - Benoit, Carol Knutson - NW Coastal Indian Art Masks, Linda Wilke - glass fusion, and the "Loud and Clear" program where actors from Portland Center Stage do training with students on public speaking.



Spring Music Concerts

Parents may look forward to this event even more than their participating students. It's the **Spring Music Concerts!**

Held in May, the concerts are broken into two evenings, K-2nd grade on Tuesday night (May 17th) and 3rd-5th grade on Thursday night (May 19th). The kids rehearse very hard during their music class time and may even come home humming "Eye of the Tiger"! With a variety of musical genres to entertain the audience and your student dressed up a bit more than usual (not to mention those darn cute Kindergartners) this is a musical evening that you won't want to miss!

Teacher Appreciation Week

No need to look at the calendar to know when it is **Teacher Appreciation Week** - you can feel the EXCITEMENT! This week (May 2-6) is such a great opportunity for parents and students to thank our wonderful teachers and staff that make Capitol Hill the BEST! Each day, there is a suggested manner with which to express your appreciation (Monday might be flowers, Tuesday a handwritten note, etc.). No matter how you want to express your appreciation - flowers and thank you notes or cookies and homemade artwork - this is a GREAT time to show how much you care!





The Third Grade "Portland Play"



Did you know that Portland got its name from the toss of a coin? Do you know why one of Portland's many nicknames is *Stumptown*? Well if you answered "no" (and even if you answered "yes") – the Third Grade **Portland Play** is for you! Third graders at Capitol Hill School spend the year studying the history of Portland which culminates in a field trip down the Willamette River, a tour of the Portland bridges AND the Portland Play. Students, teachers, and parents work very hard on dialogue, costumes, and FABULOUS song and dance numbers that will teach anyone – native Oregonian or not – how fascinating the history of Portland can be. This is a **MUST SEE** Capitol Hill event!!

Battle of the Books is an academic-based competition that encourages 3rd–5th grade students to read a variety of books and remember information about the plot, characters, setting, genre and bits of trivia. This voluntary program culminates in the late spring in a "battle" of knowledge and wits regarding the books from the selected "battle" reading lists. Students in each grade form teams that compete, answering questions utilizing a special buzzer system. The battle is a combination of game show and reality show that is both thrilling and educational. Whether or not your student is on a team, it is a **CRAZY** fun evening for everyone who participates!

Battle of the Books



Battle of the Books will be May 26, 2011
Mark your calendars!



Field Day

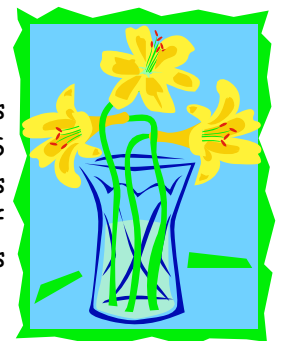


What does parachute fun, shoe balancing (somewhere on your head), and flying around the playground on a scooter have in common? It sounds like **Field Day**! 350 students, 14 stations (including one just for a water pit stop) and a whole lot of fun! The best part? Popsicles at the end of the day of course! If you are looking for an awesome volunteer opportunity that is all about the fun, Field Day is a **MUST!!!**

Field Day is June 7, 2011
Cross your fingers for sun!
(rain date is June 9th)

Capitol Hill would not be the exceptional school that it is without the dedication and commitment of our volunteer community. Whether you volunteered in the classroom, shelved books in the library, sold tickets for the Big Boo or chaperoned a field trip—your effort and commitment to Capitol Hill is **ALWAYS** welcome! As a thank you for all of the hard work and many, many hours that our volunteers contribute to CH, Principal Wilson and the teachers/staff host an afternoon tea the last week of school to show their appreciation. It is a wonderful opportunity to recognize these tremendous efforts! This year's **Volunteer Tea** will be held on June 8, 2011.

Volunteer Tea





Volunteer Opportunities

The Capitol Hill PTA is an active service group that provides vital support to the school by coordinating volunteers, carrying out school and community projects, and funding enrichment activities. All parents are invited to attend PTA meetings on the second Wednesday of each month beginning at 6:30pm in the library. Childcare is provided. PTA membership entitles you to vote at these meetings (one vote per paid membership).

In addition to the events and activities outlined in this guide (all which require volunteers to be successful), a number of programs that enrich our school and community also need volunteers. Some examples include:

PARENT HELPER - Instructional or clerical help in the classroom, coordinate class parties, field trips, and other activities.

READING ASSISTANTS - Assist teachers in the classroom with reading groups or the Walk to Read programs.

LIBRARY AIDE - Assist Librarian with shelving books and helping students check out books during library time. Flexible hours.

PLAYGROUND MONITOR - Help supervise kids on the playground during lunch recess. Chairperson creates a schedule and assigns volunteers to time slots.

PTA CLOTHES CLOSET - Assist families in selecting clothes at the PPS Clothes Closet (currently located at the Marshall campus) two to three times during the school year. Also help out at the school by sorting and delivering clothing donations.

COURTYARD AND PLAYGROUND MAINTENANCE - Help maintain the courtyard and playground tree plantings year-round. Includes weeding, watering, planting.

CLASSROOM YEARBOOK REPRESENTATIVE AND/OR PRODUCTION - Take photographs during class time, recess, events, field trips, class parties, etc. to put into the Yearbook. Volunteers are needed for each classroom to ensure that all classes and students are well represented in the Yearbook.

SCHOOL PICTURES - Assist photographer on picture day with students, hair combing, etc. This year's picture day is October 11.

FALL CONFERENCE MEALS FOR TEACHERS - Providing soups, stews, salads and treats for all the teachers who have to work into the evenings for conferences (November 18th, 22nd and 23rd). Watch for the sign-up sheet or meal requests in the FF.

GREEN ACTIVITIES - The CH Green Team is a group of parents and teachers interested in "greening" our school environment. CH is an official Oregon Green School and is in the midst of establishing programs to educate and involve our school community in sustainability. Other activities include recycling programs as fundraising and improving our school grounds.

Capitol Hill School Key Contacts

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Heidi Reichelt, CH Secretary
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Debra Crockett, Ex-Academy/CLC Coordinator
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My child's teacher: _____
Phone Ext: _____
Email: _____

2010 - 2011 PTA Board of Directors

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This guide was developed by Capitol Hill PTA, for the 2010-2011 school year. Please watch the FF, emails, etc. for updates.